

AIR NATIONAL GUARD

MILITARY TECHNICIAN VACANCY

HUMAN RESOURCES OFFICE
NEW MEXICO NATIONAL GUARD
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ANNOUNCEMENT NUMBER: T-04-2009

CLOSING DATE: 19 February 2004

<u>POSITION TITLE, SERIES, AND GRADES</u>	<u>SALARY RANGE</u>
Audiovisual Production Specialist GS-1071-11	\$48,022 - \$62,429 per year
Audiovisual Production Specialist GS-1071-09	\$39,690 - \$51,599 per year
Audiovisual Production Specialist GS-1071-07	\$32,447 - \$42,177 per year
Audiovisual Production Specialist GS-1071-05	\$26,195 - \$34,052 per year

For a complete listing of current vacancy announcements, please visit our website:
<https://www.nm.ngb.army.mil>

AREA OF CONSIDERATION: Permanent Presently Employed Excepted Federal Technicians in the New Mexico Air National Guard.

APPOINTMENT FACTORS: Excepted Federal Service - **Enlisted**.

POSITION LOCATION: Communications Flight, 150th Fighter Wing, New Mexico Air National Guard, Kirtland Air Force Base, New Mexico.

OPENING DATE: 29 January 2004.

DATE VACANCY EXISTS: Currently exists.

POSITION NUMBERS: 80338000, 80338000A, 80338000B, 80338000C.

POSITION POTENTIAL: The top grade of this position is GS-11. This position is also being advertised at the GS-09, GS-07 and GS-05 levels to provide additional applicant competition. Upon meeting all legal and regulatory requirements, and upon recommendation of the supervisor, an individual selected at the GS-09, GS-07 or GS-05 level may be promoted to the target grade of GS-11 without further competition.

APPOINTMENT REQUIREMENTS: Excepted Civil Service. Individual selected must be assigned to an enlisted position in the New Mexico Air National Guard. Individual must wear the uniform as prescribed by National Guard Bureau policies and the Adjutant General of New Mexico. Employment is contingent on the successful completion of a required pre-placement medical examination.

ACTIVE GUARD RESERVE (AGR) ANNOUNCEMENT: This position is also being advertised as Vacancy Announcement M-04-2009 AIR/AGR for presently employed AGR personnel who wish consideration with retention of AGR status.

RE-PROMOTION STATEMENT: New Mexico Air National Guard technicians who were previously downgraded from a grade equal to, or higher than that advertised at the target grade in this announcement, and who are still receiving pay retention benefits from that downgrade, may be considered for this position as an exception to competition. Technicians who desire re-promotion consideration must send a letter to the Human Resources Office, prior to the closing date of this announcement, requesting consideration for re-promotion.

PERMANENT CHANGE OF STATION (PCS) BENEFITS: PCS benefits are not authorized.

LOWEST PAY GRADE ACCEPTED: Applicants must indicate on their application the lowest pay or grade that will be accepted.

EQUAL OPPORTUNITY: The New Mexico National Guard is an Equal Opportunity Employer. Selection for a position will be made without regard to race, religion, national origin, sex, political affiliation, marital status, membership or non-membership in an employee organization, non-disqualifying physical handicap, age (except military requirement for excepted technicians), or any other non-merit factor. Under Public Law 90-486, veterans' preference is not applicable.

REASONABLE ACCOMMODATION: This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determination for reasonable accommodation will be made on a case-by-case basis.

INSTRUCTIONS FOR APPLYING: Individuals who think that they meet the basic qualification requirements may apply. Application will be made by resume, Optional Form 612, Standard Form 171, or in any other written format. Permanent presently employed technicians of the New Mexico National Guard may submit AGONM Form 300. Although the federal government does not require a standard application form for most jobs, we do need certain information to evaluate your qualifications and determine if you meet legal requirements for federal employment. If your application does not provide all the information requested in the job vacancy announcement, you may lose consideration for a job. Applications will be accepted only if they are received in the Human Resources Office by close of business on the closing date of the vacancy announcement; received postmarked (or other common carrier receipt mark) on or before the closing date of the vacancy announcement; or delivered to the Human Resources Office representative during her/his regularly scheduled Thursday trip to the New Mexico Air National Guard Headquarters Building.

Assurance of a legible postmark or other carrier receipt mark is the responsibility of the applicant. It is a violation of 18 USC 1719 to use government postage to send applications and violators may be subject to disciplinary action and fine as prescribed by law. Applications submitted by facsimile equipment (FAX) will be accepted for consideration. The New Mexico National Guard is not responsible for monitoring the quality or completeness of the FAX.

EVALUATION METHOD: All applicants will be initially screened against mandatory qualifications. A staff representative of the Human Resources Office will conduct the evaluation. The evaluation will be based on the knowledge, skills, and abilities (KSAs) considered necessary for successful performance in the position.

MILITARY COMPATIBILITY: Individual selected must be assigned, prior to appointment, to a compatible Duty Air Force Specialty Code of: 3VXXX.

BASIC QUALIFICATION REQUIREMENTS: The basic qualification requirements are indicated below. These qualification requirements must be met, in addition to any military requirements, in order to be found qualified for and selected to this position.

SPECIALIZED EXPERIENCE:

GS-11: Must have thirty-six months' experience that has demonstrated two or more of the following knowledge, skills, and abilities:

1. Knowledge of all phases of audiovisual production, programming, and editing from inception to completion, and skill in modifying or adapting standard practices and procedures.
2. Skill to develop contract specifications, coordinate logistics, control expenses, and arrange procurements for complex programs with significant planning and scheduling problems (for example, productions that involve numerous support personnel, specialized equipment and props, and sophisticated visual or audio effects).
3. Knowledge of visual arts and photography methods, techniques, and processes to plan visual products and services that interpret subject matter content.
4. Knowledge of the subject matter program area to develop original designs, concepts, or visual styles for publications exhibits, or presentation material that present to the public the ideas or image desired, evoke certain viewer responses, or reduce the cost of production, installation, or maintenance of the visual product.
5. Knowledge of current multimedia procedures to produce a wide range of multiple visual and/or audio elements that compare with national audience viewing habits.

GS-09: Must have twenty-four months' experience that has demonstrated one of the following knowledge, skills, and abilities:

1. Knowledge of all phases of audiovisual production, programming, and editing from inception to completion, and skill in modifying or adapting standard practices and procedures.

2. Skill to develop contract specifications, coordinate logistics, control expenses, and arrange procurements for complex programs with significant planning and scheduling problems (for example, productions that involve numerous support personnel, specialized equipment and props, and sophisticated visual or audio effects).
3. Knowledge of visual arts and photography methods, techniques, and processes to plan visual products and services that interpret subject matter content.
4. Knowledge of the subject matter program area to develop original designs, concepts, or visual styles for publications exhibits, or presentation material that present to the public the ideas or image desired, evoke certain viewer responses, or reduce the cost of production, installation, or maintenance of the visual product.
5. Knowledge of current multimedia procedures to produce a wide range of multiple visual and/or audio elements that compare with national audience viewing habits.

GS-07: Must have twelve months' experience that has demonstrated one of the following knowledge, skills, and abilities:

1. Knowledge of audiovisual production, programming, and editing.
2. Knowledge of visual arts and photography.
3. Ability to use various computer software.

GS-05: Must have six months' experience that has demonstrated the following knowledge, skills, and abilities:

1. Knowledge of audiovisual production, programming, and editing.
2. Knowledge of visual arts and photography.
3. Ability to use various computer software.

EDUCATION SUBSTITUTION: Military education, related to the position, may be substituted for specialized experience on a day-for-day basis for qualification at the GS-09, GS-07 and GS-05 levels. Certificates/diplomas must be submitted with application for award of credit. Civilian education, above the high school level, may be substituted for specialized experience on a case-by-case basis. Transcripts or equivalent must be submitted for award of credit.

QUALITY AND TYPE OF EXPERIENCE: The required amount of experience/education will not in itself be accepted as proof of qualification. The quality, type and scope of the experience/education must be of such nature as to demonstrate that applicants are fully qualified to perform the duties at the level for which they apply.

DOCUMENTATION: Applicants must explain in detail, in the application, how the specialized experience was acquired, including applicable dates. Applicants should include, with application, any training completion certificates/transcripts in the areas covered in the KSAs.

SUMMARY OF DUTIES: The purpose of this position is to plan, manage, and direct multimedia information and products through consultation, design, development, procurement, production, and/or reproduction. Coordinates and accomplishes multimedia products and services by using skills related to photography, audiovisual production, visual information, illustration, computer operation, and telecommunication work. Work is accomplished by using traditional, as well as modern digital production techniques. Manages the wing multimedia program. Directs the development of immediate and long-term multimedia planning. Develops policies, directives, and standard operating instructions. Manages the multimedia Center. Conducts training and coordinates equipment usage. Maintains documented archive of video, audio, computer graphics, slide, photographs, line drawings, and hard copy clip art (to include manuals, CD ROMs, video tapes, video disks, computer based training tapes, slides). Maintains the multimedia equipment account to ensure accountability and proper care of all assigned equipment. Maintains multimedia work order control logs and submits required reports to higher headquarters.